

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1 11

1 DATE OF ORDER 09/30/2015		2 CONTRACT NO (if any) EP-W-14-020		6 SHIP TO				
3 ORDER NO 0060		4 REQUISITION/REFERENCE NO PR-OSWER-15-00585		a NAME OF CONSIGNEE Larry Zaragoza				
5 ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b STREET ADDRESS US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R				
				c CITY Washington		d STATE DC	e ZIP CODE 20460	
7 TO FLORIDA HENDRICKS				f SHIP VIA				
a NAME OF CONTRACTOR SRA INTERNATIONAL, INC.				8 TYPE OF ORDER				
b COMPANY NAME				<input type="checkbox"/> a PURCHASE REFERENCE YOUR		<input checked="" type="checkbox"/> b DELIVERY		
c STREET ADDRESS 4300 FAIR LAKES COURT				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated		Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract		
d CITY FAIRFAX		e STATE VA	f ZIP CODE 220334232					
9 ACCOUNTING AND APPROPRIATION DATA See Schedule				10 REQUISITIONING OFFICE HPOD				
11 BUSINESS CLASSIFICATION (Check appropriate box(es))							12 FOB POINT	
<input type="checkbox"/> a SMALL <input checked="" type="checkbox"/> b OTHER THAN SMALL <input type="checkbox"/> c DISADVANTAGED <input type="checkbox"/> d WOMEN-OWNED <input type="checkbox"/> e HUBZone <input type="checkbox"/> f SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h EDWOSB							Destination	
13 PLACE OF		14 GOVERNMENT B/L NO		15 DELIVER TO FOB POINT ON OR BEFORE (Date)		16 DISCOUNT TERMS		
a INSPECTION		b ACCEPTANCE						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to perform the duties as outlined in the Statement Of Work. A Cost Estimate and Work Plan is due to EPA within ten business from today. Continued ...							
18 SHIPPING POINT		19 GROSS SHIPPING WEIGHT		20 INVOICE NO				17(h) TOTAL (Cont pages)
21. MAIL INVOICE TO								
a NAME		RTP Finance Center				\$31,230.00		
b STREET ADDRESS (or P O Box)		US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						17(i) GRAND TOTAL
c CITY		Durham		d STATE	NC	e ZIP CODE	27711	
22 UNITED STATES OF AMERICA BY (Signature)				23 NAME (Typed) Patrice L. Cunningham TITLE CONTRACTING/ORDERING OFFICER				

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2/2012)  
Prescribed by GSA FAR 48 CFR 53.213-7

**ORDER FOR SUPPLIES OR SERVICES  
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER

CONTRACT NO

09/30/2015

EP-W-14-020

ORDER NO

0060

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>TOCOR: Larry Zaragoza Max Expire Date: 03/31/2017 Admin Office: HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460 Accounting Info: 15-T-72DC-303DD2-2505-HQ00BM00-1572DC5034-00 1 BFY: 15 Fund: T Budget Org: 72DC Program (PRC): 303DD2 Budget (BOC): 2505 Job #: HQ00BM00 DCN - Line ID: 1572DC5034-001 Period of Performance: 09/30/2015 to 03/31/2017</p> <p>Task Order Funding</p>				31,230.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$31,230.00

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2008)  
Prescribed by GSA FAR (48 CFR) 53.213(f)

**TASK ORDER (TO) #  
EPA Conflict Prevention and Resolution Services Contract  
CONTRACT # EP- W-14-020**

**TO TITLE: Federal Mining Dialog Facilitation Support**

**I. ABSTRACT**

This task order provides facilitation support for an inter-agency workgroup that will meet in Washington, DC. This support includes meeting facilitation, logistical support for meetings, and supporting the preparation of technical papers. Meetings of the Federal Mining Dialogue (FMD) are expected to take place in federal buildings or possibly at the contractor's site. This is a headquarters project, and funding is being provided by the Office of Superfund Remediation and Technology Innovation. The responsibility for funding this work has rotated among the different members of the Federal Mining Dialogue and it is EPA's turn to again fund this work.

**II. BACKGROUND**

The FMD is an inter-agency workgroup focused on national abandoned mine land (AML) issues. Current members include EPA, DOI, Army Corps of Engineers, National Park Service, OSM, Department of Agriculture, and Department of Energy, among others. The FMD meets on a quarterly basis and provides a structure for agencies to work collaboratively on national and regional AML issues, share information on best management practices, discuss and design future studies, and develop guiding documents that cut across the federal government. Through the years, the FMD has fostered collaboration discussions on sensitive and controversial topics--such as role of different agencies in cleanup--and created joint federal agreements on difficult national issues such as reaching a national agreement for joint repositories for mining waste. EPA is supporting this effort through facilitation of face to face meetings and conference calls with logistical support services. Facilitation support for FMD was provided under previous CPRS contract EP W09 011 Task Order 132 by a facilitator at SRA International. Alison Wolf and Meg Keenan of SRA have successful past experience with this work. They received positive reviews from the previous TOCOR and the FMD stakeholders on the performance of their services.

**ASSUMPTIONS:**

- There will be four in-person six-hour meetings and up to eight one-hour teleconference meetings.
- The meetings will take place in federal facilities in the DC Metro area.
- In-person meetings of the FMD will likely include 15-20 participants representing the land managing agencies, the EPA and the DOJ, while the teleconference meetings will consist of 3-8 members of FMD subgroups or planning groups.

## **II. SCOPE OF WORK**

### **A1. Preliminary Work:**

- The Contractor shall select a senior dispute resolution professional(s) to act as convener(s) and facilitator(s) for this project in consultation with the Project Officer (PO) and Task Order Contracting Officer Representative (TOCOR). The dispute resolution professional shall have the following experience, skills, knowledge or educational background: Experience facilitating multi-agency workgroups, understanding/knowledge of abandoned mine land (AML) issues including EPA and other agency authorities, and demonstrated experience in maintaining a SharePoint page.
- The contractor shall meet with the EPA TOCOR to discuss substantive, procedural and process design issues.
- The contractor shall submit a work plan in accordance with the requirements of this contract. The workplan shall include:
  - Procedures for substitution of labor categories in the event of temporary or permanent personnel changes.
  - Outline of quality assurance/quality control procedures for deliverables.
  - Information on Conflict of Interest checks for the proposed provider.
  - Budget information by option period in projects that will phased over a longer period of performance.
- The prime contractor shall be responsible for oversight of deliverables on this Task Order and shall be responsible for transmission of monthly reports and invoices as required by the contract. No monthly report will be required in months with no substantive work.

**B1. Workgroup Support.** The contractor shall talk with the workgroup members and those involved in and affected by the project/issue to discuss the goals and purpose of the discussions, the issues involved, group relationships and interactions, timing and schedule for reports or activities.

**B2. Project Design and Schedule:** The contractor shall work with the TOCOR to propose a design and schedule for the project/meetings/discussions to the TOPO and workgroup members. Upon approval of the TOCOR the contractor shall implement the design.

**B3. Neutral Facilitation:** Provide facilitation services at the meetings and conference calls to ensure smooth operations and a collaborative environment for all FMD members to equally share concerns and ideas.

- Support collaborative decisions on FMD Charter revisions, updating, changes and tracking suggested changes/edits in document, as needed;
- Support discussions on FMD group process and administrative documents (e.g., Communications Strategy) and enacting changes/edits in documents, as needed;

- Assist with meeting registration? and communications;
- Provide documents in support of meeting and briefings (e.g., studies, charts, graphics, maps, etc...);
- Distribute meeting materials in advance after review and approval by the FMD Chair or his/her designee; and

The contractor shall facilitate meetings per the project design and assist participants in articulating their interests, identifying areas of agreement, and recommendations to resolve issues and problems. As facilitator, he/she shall keep the parties talking, listening, and moving--as much as possible-- towards the goal of the process and assist the group in overcoming impasse. **THE FACILITATOR WILL NOT TAKE POSITIONS ON THE MERITS NOR RECOMMEND TO THE GROUP WHAT THE SUBSTANTIVE RESOLUTION OF AN ISSUE SHOULD BE.**

- B4. **Agenda Development:** The contractor shall provide a draft agenda to the PO and TOCOR for each meeting. The contractor shall consult with workgroup members in drafting an agenda.
- B5. **Workgroup Communications:** The contractor shall communicate as necessary in person, by phone, or in writing, with workgroup members to ensure that issues and concerns have been communicated accurately and that parties are adequately prepared for the next steps or meetings.
- B6. **Provide Logistical Support:** The contractor shall make arrangements such as securing conference space or meeting rooms and providing virtual meeting support so that participants from distant locations can participate from their computer.
- B7. **Meeting Summaries:** The contractor shall provide draft meeting summaries to the EPA TOCOR and the participants, documenting all action items and discussions of the FMD. Upon receipt and incorporation of comment, the facilitator shall distribute final meeting summaries to the EPA TOCOR and other participants per the process ground rules. Notes shall record attendance, all discussion main points, and action items with assignee names/deadlines.
- B8. **SharePoint Maintenance and Updating:** The FMD developed a SharePoint to serve as a collaboration tool for all users and ensure all members have up-to-date information on the workings of the FMD and a workspace to share ideas, studies, and documents. Under this task, the contractor may be asked to maintain and update the FMD's SharePoint site to ensure the FMD maintains collaboration on all projects. This could include the following tasks:
- Assisting with log-in and site access troubleshooting for all members;
  - Updating documents and libraries on the site;
  - Updating and distributing and SharePoint instructions and standard operating procedures to all FMD members;
  - Maintaining the list of FMD members and contact information;

- Supporting all FMD members with document and link collection and uploading to the SharePoint site; and
- Performing general maintenance on the SharePoint site to keep data current and useful for all members.

**B9. Report and Evaluation:** The facilitator shall furnish a draft final report of the effort to the PO and TOPO. The contents shall include:

- (a) **Project Final Report** - The contractor shall provide a 1 – 4 page final report summarizing the project. This report shall also list conflict prevention and resolution capacity building activities that occurred during the project.
- (b) A short process evaluation by the contractor summarizing procedural lessons learned and recommendation for future actions and process improvements. This report shall also list conflict prevention and resolution capacity building activities that occurred during the project.

The PO and TOPO will review the draft final report and provide comments and revisions as necessary. The contractor shall prepare the final report incorporating their comments and revisions. The contractor shall provide 1 copy of the final report to the Project Officer and one copy to the Task Order Project Officer. The final report may be transmitted in electronic form (Word) rather than in hard copy if the Task Order Project Officer agrees.

**B10. Technical Report Preparation:** The contractor shall support the development of technical reports by the Federal Mining Dialogue group as a whole or subgroups. Multiple drafts of any technical report may be needed as these reports will serve as a vehicle to integrate information from different agencies.

### **III. WORK APPROACH**

#### **A. ADR and Public Participation Best Practices:**

While the vast majority of facilitations support for this work is expected to be facilitation that does not require ADR, the Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the

process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.

- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

#### B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:  
([http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05(1)(1).pdf))
- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/CodeofEthics.aspx>)
- the International Association for Public Participation:  
(<http://iap2.affiniscap.com/displaycommon.cfm?an=1&subarticlenbr=8>)

#### C. Confidentiality

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities (if any) under this task order.

#### D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE.

THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.

E. Status Notifications:

**THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS.** The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

F. Task Order Procedures, Constraints and Disclaimers

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property, leased items or property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. This project will not involve collection of environmental data and so is not subject to needing an EPA Quality Assurance Plan. Printing shall be in accordance with limitations of the contract. This project does not involve the service provider conducting surveys, data collection or questionnaires. Development of communications products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

#### IV. REPORTS AND DELIVERABLES

The contractor shall provide EPA all reports in accordance with the contract.

The contractor shall provide a work plan within the schedule provided in the contract and set out below.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to the TOCORs listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.



All reports shall be provided in draft form. Upon receipt of comment from the EPA PO and TOPO, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

<b>FMD Support Products</b>				
<b>Task</b>	<b>Item</b>	<b>Timeframe</b>	<b>Format</b>	<b>Type</b>
A1	Work Plan	10 days from T.O. issuance	MS Word	Deliverable
B3	Facilitation and General Meeting Support			
B4	Agenda and facilitation plan	Within 2 weeks prior to meeting	Documented in MS Word or Email to FMD Chair; follow-up to all Members	Transmittal
B7	Draft Action Items	Within 2 days after meeting	MS Word or Email to All FMD Members	Transmittal
B7	Final Action Items	Within 1 week after meeting	MS Word or Email to All FMD Members	
B7	Draft Meeting Notes	Within 1 week after meeting	MS Word	Transmittal
B7	Final Meeting Notes	Within 2 weeks after meeting	MS Word	Transmittal
B10	Other support documents	TBD, directed by FMD Chair	As directed by FMD Chair	Transmittal
B8	SharePoint Maintenance and Updating			
B8	Updating documents and library	As needed, but at least once per month	SharePoint Link	Transmittal
B8	Updating FMD member list and POC information	As needed	SharePoint Link and MS Excel File	Transmittal
B8	General site and access support for FMD members	As needed	As needed	Transmittal
B9	Draft final report of the process	3 weeks after final meeting	MS Word	Transmittal
B9	Final report of the process	2 weeks from receipt of comment	MS Word	Deliverable

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		<b>1. CONTRACT ID CODE</b>		<b>PAGE OF PAGES</b>	
				1 2	
<b>2 AMENDMENT/MODIFICATION NO</b>		<b>3 EFFECTIVE DATE</b>		<b>4 REQUISITION/PURCHASE REQ NO</b>	
001		11/04/2015			
<b>6 ISSUED BY</b>		<b>CODE</b>		<b>7. ADMINISTERED BY (if other than Item 6)</b>	
HPOD		HPOD			
US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460					
<b>8 NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code)</b>			<b>9A AMENDMENT OF SOLICITATION NO</b>		
SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232			(x)		
			<b>9B DATED (SEE ITEM 11)</b>		
			x		
			<b>10A MODIFICATION OF CONTRACT/ORDER NO</b>		
			EP-W-14-020		
			0060		
			<b>10B DATED (SEE ITEM 13)</b>		
			09/30/2015		
<b>CODE</b>		<b>FACILITY CODE</b>			
097779698					

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**12 ACCOUNTING AND APPROPRIATION DATA (if required)**

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

<b>CHECK ONE</b>	<b>A THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO IN ITEM 10A</b>
	<b>B THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)</b>
	<b>C THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:</b>
X	<b>D OTHER (Specify type of modification and authority)</b> FAR 52.232-22

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office

**14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)**

DUNS Number: 097779698

The purpose of this modification is to approve the Work Plan and Cost Estimate that was submitted by the Contractor on 10-13 and accepted by the COTR on 10-23.

This modification also increases the ceiling of this Task Order by \$29,240.39 which brings the total estimated amount from \$31,230.00 and sets the ceiling at \$60,470.39.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

<b>15A NAME AND TITLE OF SIGNER (Type or print)</b>		<b>16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print)</b>	
		Patrice L. Cunningham	
<b>15B CONTRACTOR/OFFEROR</b>	<b>15C DATE SIGNED</b>	<b>16B UNITED STATES OF AMERICA</b>	<b>16C DATE SIGNED</b>
(Signature of person authorized to sign)		(Signature of Contracting Officer)	11/04/2015

NSN 7540-01-152-8070  
Previous edition unusable

STANDARD FORM 30 (REV 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

## CONTINUATION SHEET

REFERENCE NO OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0060/001PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA INTERNATIONAL, INC.

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>TOCOR: Larry Zaragoza Max Expire Date: 03/31/2017</p> <p>LIST OF CHANGES: Reason for Modification : Supplemental Agreement for work within scope Total Amount for this Modification: \$29,240.39 New Total Amount for this Version: \$60,470.39 New Total Amount for this Award: \$60,470.39 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$31,230.00 to \$60,470.39</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$31,230.00 to \$60,470.39</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive <a href="http://www2.epa.gov/financial/contracts">www2.epa.gov/financial/contracts</a> Durham NC 27711</p> <p>FOB: Destination Period of Performance: 09/30/2015 to 03/31/2017</p>				

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

PAGE OF PAGES

1 11

2. AMENDMENT/MODIFICATION NO.

002

3. EFFECTIVE DATE

03/28/2017

4. REQUISITION/PURCHASE REQ. NO

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

HPOD

7. ADMINISTERED BY (If other than Item 6)

CODE

HPOD

US Environmental Protection Agency  
Headquarters Procurement Operations  
Ariel Rios Building  
1200 Pennsylvania Avenue, NW  
Washington DC 20460

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

SRA International, Inc.  
Attn: FLORIDA HENDRICKS  
4300 FAIR LAKES COURT  
FAIRFAX VA 220334232

(x) 9A. AMENDMENT OF SOLICITATION NO

9B. DATED (SEE ITEM 11)

X 10A. MODIFICATION OF CONTRACT/ORDER NO.  
EP-W-14-020

0060

10B. DATED (SEE ITEM 13)

09/30/2015

CODE 097779698

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers. ☐ is extended ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment, (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

## 13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.243-3

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to approve the revised Work Plan and Cost Estimate that was submitted by the contractor on March 9 and accepted by the Task Order COTR on March 20. These changes were made in response to the Government's revised Statement of Work.

This modification increases the ceiling of this Order by \$29,350.12 which brings the total estimated cost from \$60,470.39 to \$89,820.51.

Due to the changes in statement of work the period of performance has been extended to June 16, 2019.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Patrice L. Cunningham

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

03/28/2017

NSN 7540-01-152-8070  
Previous edition unusableSTANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0060/002

PAGE 2 OF 11

NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>TOCOR: Larry Zaragoza Max Expire Date: 06/16/2019</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Supplemental Agreement for work within scope</p> <p>Period Of Performance End Date changed from 31-MAR-17 to 16-JUN-19</p> <p>Total Amount for this Modification: \$29,350.12</p> <p>New Total Amount for this Version: \$89,820.51</p> <p>New Total Amount for this Award: \$89,820.51</p> <p>Maximum Potential Expiration Date changed to : 06/16/2019</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$60,470.39 to \$89,820.51</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$60,470.39 to \$89,820.51</p> <p>Delivery Location Code: HPOD</p> <p>Larry Zaragoza</p> <p>US Environmental Protection Agency</p> <p>William Jefferson Clinton Building</p> <p>1200 Pennsylvania Avenue, N. W.</p> <p>Mail Code: 3803R</p> <p>Washington DC 20460 USA</p> <p>Payment:</p> <p>RTP Finance Center</p> <p>US Environmental Protection Agency</p> <p>RTP-Finance Center (AA216-01)</p> <p>109 TW Alexander Drive</p> <p>www2.epa.gov/financial/contracts</p> <p>Durham NC 27711</p> <p>FOB: Destination</p> <p>Period of Performance: 09/30/2015 to 06/16/2019</p>				

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE 07/06/2017		4. REQUISITION/PURCHASE REQ. NO. PR-OLEM-17-00234	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6)	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA International, Inc. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0060	
				10B. DATED (SEE ITEM 13) 09/30/2015	
CODE 097779698		FACILITY CODE			

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
See Schedule Net Increase: \$16,500.00

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 097779698

The purpose of this modification is to provide incremental funds in the amount of \$16,500 which brings the total obligated amount from \$31,230 to \$47,730.


TOCOR: Larry Zaragoza Max Expire Date: 06/16/2019

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 07/06/2017

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-14-020/0060/003PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
SRA International, Inc.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Obligated Amount for this Modification: \$16,500.00 New Total Obligated Amount for this Award: \$47,730.00 Incremental Funded Amount changed: from \$31,230.00 to \$47,730.00 CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: \$16,500.00 Incremental Funded Amount changed from \$31,230.00 to \$47,730.00</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 17-T-72DC-303DD2-2505-1772DC5022-001 Beginning FiscalYear 17 Ending Fiscal Year Fund (Appropriation) T Budget Organization 72DC Program (PRC) 303DD2 Budget (BOC) 2505 Job # (Site/Project) HQ00BM00 Cost Organization DCN-LineID 1772DC5022-001 Quantity: 0 Amount: \$16,500.00 Percent: 18.36997 Subject To Funding: N Payment Address:</p> <p>Delivery Location Code: HPOD Larry Zaragoza US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 FOB: Destination Period of Performance: 09/30/2015 to 06/16/2019</p>				